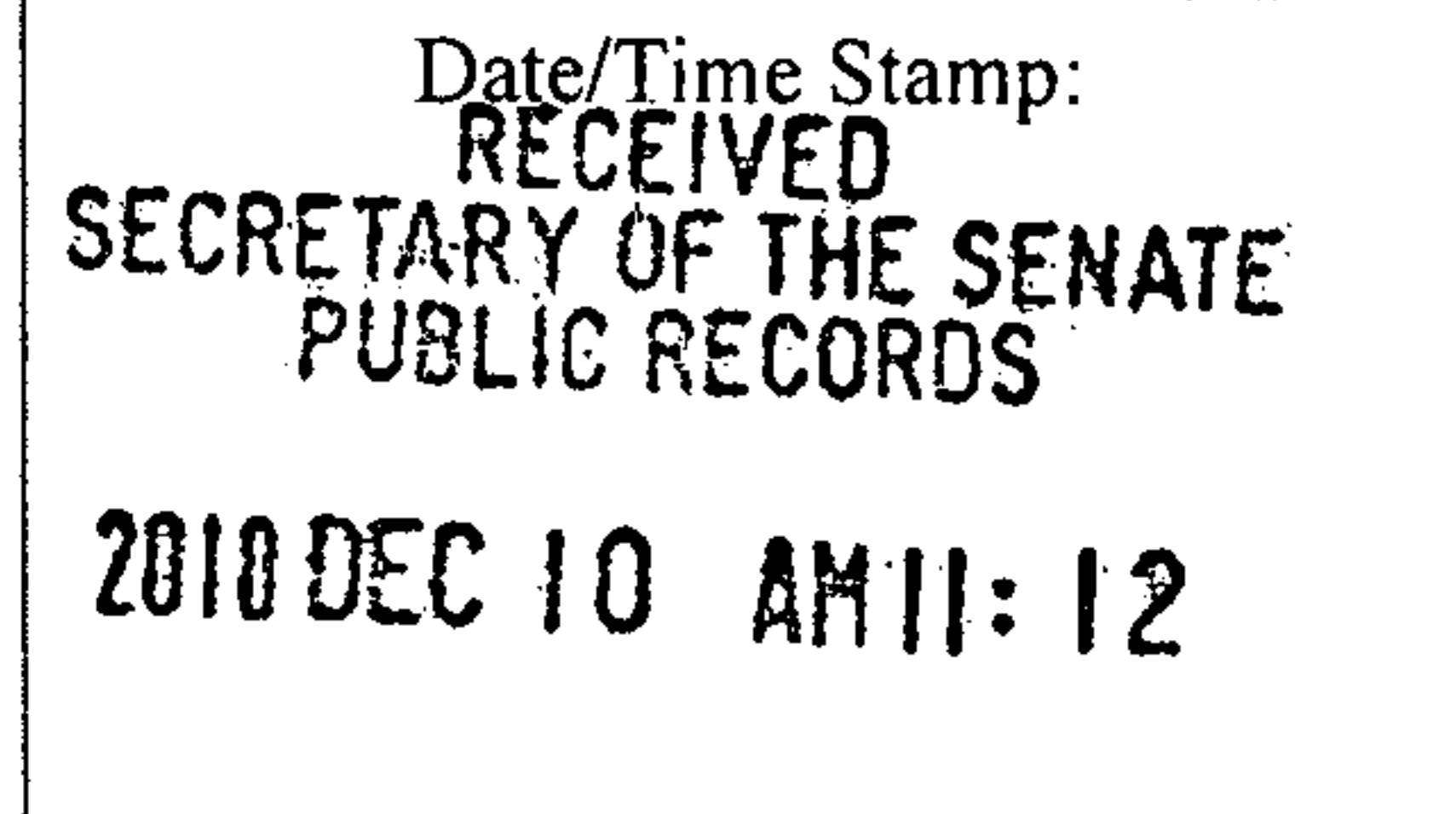


Employee Post-Travel Disclosure of Travel Expenses



Post-Travel Filing Instructions: Complete this form within **30 days** of returning from travel. Submit all forms to the **Office of Public Records in 232 Hart Building**.

In compliance with Rule 35.2(a) and (c), I make the following disclosures with respect to travel expenses that have been or will be reimbursed/paid for me. I also certify that I have attached:

- ☐ The **original** *Employee Pre-Travel Authorization* (Form RE-1), **AND**
☐ A **copy** of the *Private Sponsor Travel Certification Form* with all attachments (itinerary, invitee list, etc.)

Private Sponsor(s) (list all): Aspen Institute Inc. (Education and Society Program)

Travel date(s): February 20-22, 2018

Name of accompanying family member (if any): _____

Relationship to Traveler: ☐ Spouse ☐ Child

IF THE COST OF LODGING **DID NOT INCREASE** DUE TO THE ACCOMPANYING SPOUSE OR DEPENDENT CHILD, ONLY INCLUDE LODGING COSTS IN EMPLOYEE EXPENSES. (Attach additional pages if necessary.)

Expenses for Employee:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input checked="" type="checkbox"/> Good Faith Estimate <input type="checkbox"/> Actual Amount	\$92.94	\$206.00	\$127.75	\$441.29 meeting room fees (includes meeting facilities, set up/take down, cleaning, meeting materials)

Expenses for Accompanying Spouse or Dependent Child (if applicable):

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input type="checkbox"/> Good Faith Estimate <input type="checkbox"/> Actual Amount				

Provide a description of all meetings and events attended. See Senate Rule 35.2(c)(6). (Attach additional pages if necessary.):

Presentations from faculty, large group discussions, and small breakout sessions discussing how

states are creating and implementing the new requirements under the Every Student Succeeds Act.

12/7/18
(Date)

Olga Jordan Thynes
(Printed name of traveler)

[Signature]
(Signature of traveler)

TO BE COMPLETED BY SUPERVISING MEMBER/OFFICER:

I have made a determination that the expenses set out above in connections with travel described in the *Employee Pre-Travel Authorization* form, are necessary transportation, lodging, and related expenses as defined in Rule 35.

12.10.18
(Date)

Lamar Alexander
(Signature of Supervising Senator/Officer)

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The Senate Member, officer, or employee **MUST** also provide a copy of this form, along with the appropriate travel authorization and reimbursement form, to the Office of Public Records (OPR), Room 232 of the Hart Building, within thirty (30) days after the travel is completed.

- Private Sponsor Certification - Page 1 of 4

9. USE ONLY IF YOU CHECKED QUESTION 6(B)

I *certify* that if the sponsor or sponsors retain or employ one or more registered lobbyists or agents of a foreign principal, one of the following scenarios applies:

- ☐ (A) The trip is for attendance or participation in a one-day event (exclusive of travel time and **one** overnight stay) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip.

- OR -

- ☐ (B) The trip is for attendance or participation in a one-day event (exclusive of travel time and two overnight stays) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip (see questions 6 and 10).

— OR —

- ☐ (C) The trip is being sponsored only by an organization or organizations designated under § 501(c)(3) of the Internal Revenue Code of 1986 and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.

10. USE ONLY IF YOU CHECKED QUESTION 9(B)

If the trip includes two overnight stays, please explain why the second night is practically required for Senate invitees to participate in the travel:

11. ☒ An itinerary for the trip is attached to this form. I *certify* that the attached itinerary is a detailed (hour-by-hour), complete, and final itinerary for the trip.

12. Briefly describe the role of each sponsor in organizing and conducting the trip:

The Aspen Institute is the sole sponsor of this retreat and is solely responsible for the development and execution of the convening.

13. Briefly describe the stated mission of each sponsor and how the purpose of the trip relates to that mission:

The Aspen Institute is an educational and policy studies non-profit organization whose mission is to foster leadership based on enduring values and provide a non-partisan forum for the exchange of ideas.

(see continued response)

Briefly describe each sponsor's prior history of sponsoring congressional trips:

14. Briefly describe each sponsor's prior history of sponsoring congressional trips:

The Aspen Institute has a nearly forty year history of conducting non-partisan educational forums, which often include Members of Congress and staff. The Aspen Institute Education and Society program has been conducting convenings for Congressional education staff for eleven years.

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15. Briefly describe the educational activities performed by each sponsor (other than sponsoring congressional trips):

The Aspen Institute holds numerous educational activities, including educational briefings, roundtables, forums, and conferences for a diverse range of attendees including federal and state policymakers, business and organizational leaders, members of the press and the general (see continued response)

16. Total Expenses for Each Participant:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses
<input checked="" type="checkbox"/> Good Faith estimate <input type="checkbox"/> Actual Amounts	\$92.94(round trip mileage and tolls)	\$206.00 for two nights total	\$127.75	\$ 441.29 meeting room fees (includes meeting facilities, set up/take down, cleaning, meeting materials)

17. State whether a) the trip involves an event that is arranged or organized *without regard* to congressional participation **or** b) the trip involves an event that is arranged or organized *specifically with regard* to congressional participation:

b) The trip is organized specifically with regard to Congressional staff participation in order to support their learning on implementation of the Every Student Succeeds Act.

18. Reason for selecting the location of the event or trip

The location is close to Washington, DC for easy staffer travel and allows faculty members (external experts brought in to support the retreat) to fly into DCA, Dulles or BWI and travel easily to the facility.

19. Name and location of hotel or other lodging facility:

Inn at Perry Cabin, 308 Watkins Lane, St. Michaels, MD 21663

20. Reason(s) for selecting hotel or other lodging facility:

The meeting location has sufficient meeting space and lodging to support off-the-record, non-partisan exchanges of ideas and professional learning.

21. Describe how the daily expenses for lodging, meals, and other expenses provided to trip participants compares to the maximum per diem rates for official Federal Government travel:

Rooms are \$103.00 per day, which reflects the per diem limit

Meals \$36.75 per day 2/20/18, \$64.00 per day 2/21/18, \$31.00 per day 2/22/18 - which reflects the per diem limit

22. Describe the type and class of transportation being provided. Indicate whether coach, business-class or first class transportation will be provided. If first-class fare is being provided, please explain why first-class travel is necessary:

Transportation is not provided; mileage will be reimbursed for participants' travel by personal car

23. ☒ I represent that the travel expenses that will be paid for or reimbursed to Senate invitees do not include expenditures for recreational activities, alcohol, or entertainment (other than entertainment provided to all attendees as an integral part of the event, as permissible under Senate Rule 35).

24. List any entertainment that will be provided to, paid for, or reimbursed to Senate invitees and explain why the entertainment is an integral part of the event:

None

25. I hereby *certify* that the information contained herein is true, complete and correct. (For trips involving more than one sponsor, you *must* include a completed signature page for each additional sponsor):

Signature of Travel Sponsor: Mark Kern

Name and Title: Elliot Gerson, Executive Vice President, Policy & Public Programs

Name of Organization: The Aspen Institute

Address: 2300 N Street NW, Suite 700, Washington, DC 20037

Telephone Number: 202-736-5859 (Lisa Jones, Deputy General Counsel)

Fax Number: 202-467-0790

E-mail Address: lisa.jones@aspeninst.org

Aspen Senior Congressional Education Staff Network Retreat

From Planning to Implementation: ESSA's Initial Impact in the Field

Inn at Perry Cabin
308 Watkins Lane
St. Michaels, MD 21663
P: 410-745-2200

February 20-22, 2018

AGENDA

Retreat Goals:

- Understand how states are creating and implementing their Every Student Succeeds Act (ESSA) plans, how they will monitor implementation at different levels of the system, and what factors drive decision making.
Understand states' and districts' theories of action around their approach to school improvement and support for teachers and leaders, including any connection to the Higher Education Act (HEA).
Engage in active learning and build working relationships with education leaders from the field, as well as with colleagues from different parties and chambers.
- Explore potential roles for Congress and the U.S. Department of Education (ED) in monitoring and guidance around ESSA implementation.

Tuesday, February 20, 2018

All Meeting Sessions in the Commodore Room

12:00 PM	Arrival and Check-In	
12:30 – 1:00 PM	Lunch	<i>Fireside section of the Stars Restaurant</i>
1:15 – 1:45 PM	Welcome, Overview, and Retreat Objectives	
	To guide the retreat's discussion, Congressional staffers and faculty members will begin by sharing their top learning objectives for the convening.	
1:45 – 3:15 PM	<u>Session I: Themes and Trends in Approved State Plans</u>	
	Chad Aldeman, Principal, Bellwether Education Partners	
	MaryEllen Elia, Commissioner, New York State Department of Education	
	Erika Landl, Senior Associate, National Center for the Improvement of Educational Assessment	
	Guiding Questions:	
	<i>What themes have emerged in approved state plans (i.e., indicator selection, accountability system design, school identification, inclusion of student subgroups, report cards, assessment)?</i>	
	<i>How are state plans surfacing issues of equity and meeting the law's requirements related to equity?</i>	

What lessons have states learned from the second round of peer review?

- 3:15 – 3:45 PM** **Break and individual reflection**
- 3:45 – 5:00 PM** **Session II: Supporting School Improvement**
Angela Minnici, Senior Director of State Strategy, Technical Assistance, and Policy, WestEd
Seth Rau, Director of Legislative and Strategic Partnerships, San Antonio Independent School District
Eric Thomas, Chief Turnaround Officer, Georgia Department of Education
- Guiding Questions:
- How are states and districts preparing for the initial identification of CSI and TSI schools in 2018-19 (i.e., data collection/reporting, allowing for a planning year or requiring immediate action)?*
- How are states and districts communicating accountability decisions, school ratings, and school improvement strategies to internal stakeholders (schools, principals, teachers) and external stakeholders (the public, local communities, support organizations)?*
- *How are states and districts thinking about ESSA's evidence-based provisions?*
- How might states and districts use school improvement funds and other resources?*
- 5:00 – 5:20 PM** **Taking stock: Staff reflections and feedback to guide remaining discussions**
- 6:30 PM** **Networking Reception with Expert Faculty** *Miles Room*
- Staffers will have the opportunity to network with participants during the reception.
- 7:00 – 8:30 PM** **Working Dinner with Discussion of Earlier Sessions** *Fireside section of the Stars Restaurant*

Wednesday, February 21, 2018

All Meeting Sessions in the Commodore Room

- 7:30 – 8:30 AM** **Breakfast** *Fireside section of the Stars Restaurant*
- 8:30 – 10:45 AM** **Session III: Deep Dive – Exploring States' Approaches to School Improvement**
Staffers and faculty members will work in small groups to analyze selected accountability sections from a few state plans and consider the strengths and weaknesses of how these states are approaching school improvement. We will also have an opportunity to discuss the utility of external state plan reviews, what they signal to the field, and how they inform the conversation about ESSA.
- 10:45 – 11:00 AM** **Break**
- 11:00 AM – 12:00 PM** **Session IV: Assessment: Continuities, Innovations, Challenges**
MaryEllen Elia, Commissioner, New York State Department of Education
Lou Fabrizio, Education Consultant (Retired, North Carolina Department of Public Instruction)
Erika Landl, Senior Associate, National Center for the Improvement of Educational Assessment
- Guiding Questions:

How are states taking advantage of ESSA to revamp their assessment systems (i.e., by reducing testing, replacing old assessments and/or incorporating new assessments, using assessment approaches like computer adaptive testing, etc.)?

Are states using the testing flexibilities in the law to make their assessment systems more responsive, targeted, and instructionally-relevant? Why or why not?

How are districts evaluating or changing their local assessment systems/practices as a result of their state ESSA plans or other factors?

12:00 – 1:00 PM

Lunch

Fireside section of the Stars Restaurant

1:00 – 2:45 PM

Session V: Elevating Teachers and Leaders in ESSA

Chad Aldeman, Principal, Bellwether Education Partners

Angela Minnici, Senior Director of State Strategy, Technical Assistance, and Policy, WestEd

Randy Poe, Superintendent, Boone County Schools

Guiding Questions:

How are states and districts approaching teacher and leader development under ESSA? What evidence are they considering?

How are states and districts innovating around more effective forms of professional development for teachers and leaders?

How have states addressed equitable distribution of teachers in their state plans?

How are they monitoring and supporting equitable access to effective educators?

How are states and districts considering using Title II funds for additional activities, such as improving teacher preparation, developing and improving teacher evaluation systems, improving alternative certification pathways, and developing teacher leadership opportunities?

How is this work being integrated into existing state and local initiatives on educator effectiveness, and where is it siloed?

What are potential implications of HEA (especially Title II of HEA) on the implementation of ESSA Title II?

2:45 – 3:00 PM

Break

3:00 – 4:45 PM

Session VI: Federal and State Monitoring of Implementation

MaryEllen Elia, Commissioner, New York State Department of Education

Lou Fabrizio, Education Consultant (Retired, North Carolina Department of Public Instruction)

Eric Thomas, Chief Turnaround Officer, Georgia Department of Education

Guiding Questions:

Now that most state plans have been approved, what are possible ways the U.S. Department of Education will monitor and support implementation going forward? What does this suggest for the role of Congress?

How are states considering their monitoring and oversight role over districts and schools, particularly around school improvement? What capacity and resources do they need to best oversee and support districts and schools?

How are these approaches informed by previous successes and challenges?

4:45 – 5:10 PM

Taking stock: Staff reflections and feedback to guide remaining discussions

6:15 PM	Networking Reception with Expert Faculty	<i>Morning Room</i>
	Staffers will have the opportunity to network with participants during the reception.	

7:00 – 8:30 PM	Working Dinner with Discussion of Earlier Sessions	<i>Admiral Room</i>
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Thursday, February 22, 2018

All Meeting Sessions in the Commodore Room

7:30 – 8:30 AM	Breakfast	<i>Fireside section of the Stars Restaurant</i>
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8:30 – 8:40 AM	Staff reflections and feedback to guide remaining discussion
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8:40 – 10:15 AM	<u>Session VII: Trends in District Implementation</u>
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Randy Poe, Superintendent, Boone County Schools

Seth Rau, Director of Legislative and Strategic Partnerships, San Antonio Independent School District

Eric Thomas, Chief Turnaround Officer, Georgia Department of Education

Guiding Questions:

How are districts preparing to implement approved state ESSA plans? How are districts approaching the development of local consolidated plans? What kind of guidance, if any, are states providing?

What are ways districts might respond to other components of ESSA, such as Title II, Title IV, and new provisions around English learners? How is this being integrated with existing district initiatives (e.g., residencies, recruitment, etc.)?

How are districts collaborating with each other and/or through regional service centers around ESSA implementation?

How well do districts understand their new role in monitoring and supporting school improvement? How are states and districts planning to coordinate around identification, notification, and the use of evidence to determine improvement strategies?

10:15 – 10:30 AM	Break + Complete Retreat Evaluation
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10:30 – 10:50 AM	Final Observations from Expert Faculty
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10:50 – 11:20 AM	Taking Stock: Staff Reflections and Feedback to Guide Next Steps for the Network
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11:20 – 11:30 AM	Adjourn
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11:30 AM – 12:30 PM	Lunch available	<i>Fireside section of the Stars Restaurant</i>
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EMPLOYEE PRE-TRAVEL AUTHORIZATION

Date/Time Stamp:

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Pre-Travel Filing Instructions: Complete and submit this form at least 30 days prior to the travel departure date to the **Select Committee on Ethics in SH-220**. Incomplete and late travel submissions will not be considered or approved. This form must be typed and is available as a fillable PDF on the Committee's website at ethics.senate.gov. Retain a copy of your entire pre-travel submission for your required post-travel disclosure.

Name of Traveler: Olga Jordan Hynes

Employing Office/Committee: Senate Help Committee

Private Sponsor(s) (list all): The Aspen Institute Inc. (Education and Society Program)

Travel date(s): February 20-22, 2018

Note: If you plan to extend the trip for any reason you must notify the Committee.

Destination(s): St. Michaels, MD

Explain how this trip is specifically connected to the traveler's official or representational duties:

The Aspen Institute Education and Society Program brings together federal, state, and local education leaders, and stakeholders to facilitate policy discussions around improving K-12 Education. As a professional staff member on the committee focusing on K-12 Education policy, this trip, and these discussions, will help inform my work overseeing the implementation of federal education laws.

Name of accompanying family member (if any): _____

Relationship to Employee: ☐ Spouse ☐ Child

I certify that the information contained in this form is true, complete and correct to the best of my knowledge:

1/19/2018
(Date)

[Signature]
(Signature of Employee)

TO BE COMPLETED BY SUPERVISING SENATOR/OFFICER (President of the Senate, Secretary of the Senate, Sergeant at Arms, Secretary for the Majority, Secretary for the Minority, and Chaplain):

I, Senator Lamar Alexander hereby authorize Olga Jordan Hynes
(Print Senator's/Officer's Name) (Print Traveler's Name)

an employee under my direct supervision, to accept payment or reimbursement for necessary transportation, lodging, and related expenses for travel to the event described above. I have determined that this travel is in connection with his or her duties as a Senate employee or an officeholder, and will not create the appearance that he or she is using public office for private gain.

I have also determined that the attendance of the employee's spouse or child is appropriate to assist in the representation of the Senate. (signify "yes" by checking box) ☐

1/19/18
(Date)

[Signature]
(Signature of Supervising Senator/Officer)

PRIVATE SPONSOR TRAVEL CERTIFICATION FORM

This form must be completed by any private entity offering to provide travel or reimbursement for travel to Senate Members, officers, or employees (Senate Rule 35, clause 2). Each sponsor of a fact-finding trip must sign the completed form. The trip sponsor(s) must provide a copy of the completed form to each invited Senate traveler, who will then forward it to the Ethics Committee with any other required materials. The trip sponsor(s) should **NOT** submit the form directly to the Ethics Committee. Please consult the accompanying instructions for more detailed definitions and other key information.

The Senate Member, officer, or employee **MUST** also provide a copy of this form, along with the appropriate travel authorization and reimbursement form, to the Office of Public Records (OPR), Room 232 of the Hart Building, within thirty (30) days after the travel is completed.

1. Sponsor(s) of the trip (please list all sponsors):
The Aspen Institute Inc. (Education and Society Program)
2. Description of the trip: Aspen Institute Education and Society program sponsored convening for senior education staffers on the Implementation of the Every Student Succeeds Act (ESSA) and next steps.
3. Dates of travel: February 20-22, 2018
4. Place of travel: St. Michaels, MD
5. Name and title of Senate invitees: Please see attached roster
6. I *certify* that the trip fits one of the following categories:
☒ (A) The sponsor(s) are not registered lobbyists or agents of a foreign principal **and** do not retain or employ registered lobbyists or agents of a foreign principal **and** no lobbyist or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.
- OR -
☐ (B) The sponsor or sponsors are not registered lobbyists or agents of a foreign principal, but retain or employ one or more registered lobbyists or agents of a foreign principal and the trip meets the requirements of Senate Rule 35.2(a)(2)(A)(i) or (ii) (*see question 9*).
7. ☒ I *certify* that the trip will not be financed in any part by a registered lobbyist or agent of a foreign principal.
- AND -
☒ I *certify* that the sponsor or sponsors will not accept funds or in-kind contributions earmarked directly or indirectly for the purpose of financing this specific trip from a registered lobbyist or agent of a foreign principal or from a private entity that retains or employs one or more registered lobbyists or agents of a foreign principal.
8. I *certify* that:
☒ The trip will not in any part be planned, organized, requested, or arranged by a registered lobbyist or agent of a foreign principal except for *de minimis* lobbyist involvement.
- AND -
☒ The traveler will not be accompanied on the trip by a registered lobbyist or agent of a foreign principal except as provided for by Committee regulations relating to lobbyist accompaniment (*see question 9*).

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9. **USE ONLY IF YOU CHECKED QUESTION 6(B)**

I *certify* that if the sponsor or sponsors retain or employ one or more registered lobbyists or agents of a foreign principal, one of the following scenarios applies:

☐ (A) The trip is for attendance or participation in a one-day event (exclusive of travel time and **one** overnight stay) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip.

- OR -

☐ (B) The trip is for attendance or participation in a one-day event (exclusive of travel time and **two** overnight stays) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip (*see questions 6 and 10*).

- OR -

☐ (C) The trip is being sponsored only by an organization or organizations designated under § 501(c)(3) of the Internal Revenue Code of 1986 and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.

10. **USE ONLY IF YOU CHECKED QUESTION 9(B)**

If the trip includes two overnight stays, please explain why the second night is practically required for Senate invitees to participate in the travel:

11. ☒ An itinerary for the trip is attached to this form. I *certify* that the attached itinerary is a detailed (hour-by-hour), complete, and final itinerary for the trip.

12. Briefly describe the role of each sponsor in organizing and conducting the trip:

The Aspen Institute is the sole sponsor of this retreat and is solely responsible for the development and execution of the convening.

13. Briefly describe the stated mission of each sponsor and how the purpose of the trip relates to that mission:

The Aspen Institute is an educational and policy studies non-profit organization whose mission is to foster leadership based on enduring values and provide a non-partisan forum for the exchange of ideas.

(see continued response)

14. Briefly describe each sponsor's prior history of sponsoring congressional trips:

The Aspen Institute has a nearly forty year history of conducting non-partisan educational forums, which often include Members of Congress and staff. The Aspen Institute Education and Society program has been conducting convenings for Congressional education staff for eleven years.

15. Briefly describe the educational activities performed by each sponsor (other than sponsoring congressional trips):

The Aspen Institute holds numerous educational activities, including educational briefings, roundtables, forums, and conferences for a diverse range of attendees including federal and state policymakers, business and organizational leaders, members of the press and the general (see continued response)

16. Total Expenses for Each Participant:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses
<input checked="" type="checkbox"/> Good Faith estimate <input type="checkbox"/> Actual Amounts	\$92.94(round trip mileage and tolls)	\$206.00 for two nights total	\$127.75	\$ 441.29 meeting room fees (includes meeting facilities, set up/take down, cleaning, meeting materials)

17. State whether a) the trip involves an event that is arranged or organized *without regard* to congressional participation or b) the trip involves an event that is arranged or organized *specifically with regard* to congressional participation:

b) The trip is organized specifically with regard to Congressional staff participation in order to support their learning on implementation of the Every Student Succeeds Act.

18. Reason for selecting the location of the event or trip

The location is close to Washington, DC for easy staffer travel and allows faculty members (external experts brought in to support the retreat) to fly into DCA, Dulles or BWI and travel easily to the facility.

19. Name and location of hotel or other lodging facility:

Inn at Perry Cabin, 308 Watkins Lane, St. Michaels, MD 21663

20. Reason(s) for selecting hotel or other lodging facility:

The meeting location has sufficient meeting space and lodging to support off-the-record, non-partisan exchanges of ideas and professional learning.

21. Describe how the daily expenses for lodging, meals, and other expenses provided to trip participants compares to the maximum per diem rates for official Federal Government travel:

Rooms are \$103.00 per day, which reflects the per diem limit

Meals \$36.75 per day 2/20/18, \$64.00 per day 2/21/18, \$31.00 per day 2/22/18 - which reflects the per diem limit

22. Describe the type and class of transportation being provided. Indicate whether coach, business-class or first class transportation will be provided. If first-class fare is being provided, please explain why first-class travel is necessary:

Transportation is not provided; mileage will be reimbursed for participants' travel by personal car

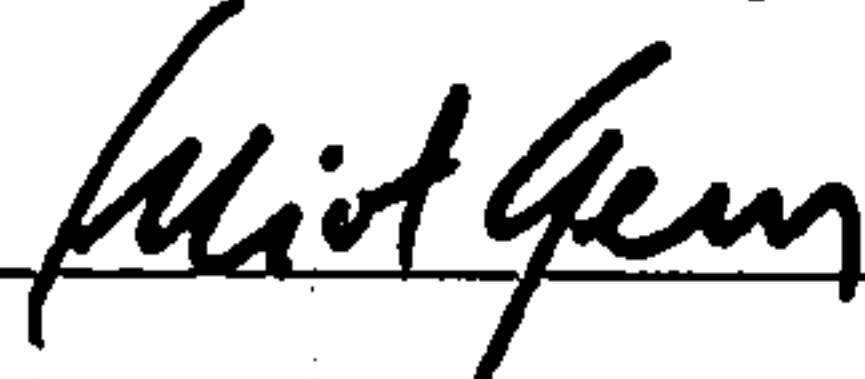
23. ☒ I represent that the travel expenses that will be paid for or reimbursed to Senate invitees do not include expenditures for recreational activities, alcohol, or entertainment (other than entertainment provided to all attendees as an integral part of the event, as permissible under Senate Rule 35).

24. List any entertainment that will be provided to, paid for, or reimbursed to Senate invitees and explain why the entertainment is an integral part of the event:

None

25. I hereby *certify* that the information contained herein is true, complete and correct. (For trips involving more than one sponsor, you *must* include a completed signature page for each additional sponsor):

Signature of Travel Sponsor:



Name and Title: Elliot Gerson, Executive Vice President, Policy & Public Programs

Name of Organization: The Aspen Institute

Address: 2300 N Street NW, Suite 700, Washington, DC 20037

Telephone Number: 202-736-5859 (Lisa Jones, Deputy General Counsel)

Fax Number: 202-467-0790

E-mail Address: lisa.jones@aspeninst.org



THE ASPEN INSTITUTE
EDUCATION & SOCIETY PROGRAM

January 8, 2018

Dear Senate Colleague,

We are writing to invite you to participate in an upcoming retreat – ***“From Planning to Implementation”*** – for the Aspen Senior Congressional Education Staff Network from **12:00 PM Tuesday, February 20, 2018 to 1:00 PM Thursday, February 22, 2018** at the Inn at Perry Cabin, located 79 miles from Washington, DC.

At this convening, staffers will hear from state and district leaders on early implementation lessons of the Every Student Succeeds Act. Staffers will understand how states are creating and implementing their ESSA plans, including how they will monitor implementation at different levels of the system. The convening will also focus on school improvement strategies, support for teachers and leaders, and potential roles for Congress and the U.S. Department of Education in monitoring and guidance around ESSA implementation. Finally, the retreat will provide an opportunity for staffers to engage in their own learning and build working relationships with colleagues from different parties and chambers and with leading experts in the field.

We fully comply with the rules that have been enacted by the Senate regarding privately-funded travel. Enclosed you will find all the forms necessary for Ethics rules compliance:

- A detailed agenda listing discussion sessions
- A completed Private Sponsor Travel Certification Form
- A list of invited staffers
- A blank Employee Pre-Travel Authorization form

You must complete the Traveler Form and submit it with the enclosed agenda, list of invited staffers, and Primary Trip Sponsor Form directly to the Senate Ethics Committee (220 Hart) no later than Monday, January 22, 2018. After receiving the completed travel package, the Ethics Committee will review and issue an approval to you or your sponsoring Member. After the trip, you will need to complete a post-travel form that we will email to you after the site visit.

Attendance is by invitation only, with no outside observers or lobbyists. Funding is provided solely by grants from established foundations – no government, individual, foreign, corporate, or special interest money is accepted. The Network is supported by The Bill & Melinda Gates Foundation. The Aspen Education & Society Program maintains autonomy over invitations, materials, and the agenda for the retreat.

The retreat will begin at **12:00 PM on Tuesday, February 20, 2018**, at the Inn at Perry Cabin and will conclude at **11:30 AM on Thursday, February 22, 2018**. Please plan your travel accordingly in order to be present for the duration of the retreat. Dress is casual for all meetings.

The retreat promises to be productive and informative. We look forward to seeing you there.

Warm regards,

Paul:

[Handwritten signature]

Marion Goldstein

[Handwritten signature]

Ross Wiener

Danielle Gonzales

Marisa Goldstein

Doug Mesecar

3:45 – 5:00 PM Session II: Supporting School Improvement

Guiding Questions:

- *What internal and external communications are needed to message this work to stakeholders?*
What evidence-based interventions are states and districts considering?
- *How might states and districts use school improvement funds and other resources?*

6:30 PM Networking Reception with Expert Faculty

Faculty Participant Attendees (invited): Chad Aldeman, MaryEllen Elia, Lou Fabrizio, Robert Pianta, Christine Johns, Robert Runcie, Michael Watson, Ryan Wise

7:00 – 8:30 PM Working Dinner with Discussion of Earlier Sessions

Wednesday, February 21, 2018

8:30 – 10:15 AM **Session III: Deep Dive – Exploring States’ Theories of Action on School Improvement**

10:15 – 10:35 AM Break

10:35 AM – 12:00 PM Session IV: Ensuring Equitable Access to Effective Educators

Guiding Questions:

What lessons can be learned from previous development and implementation of state teacher equity plans?

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Aspen Institute Senior Congressional Education Staff Network Retreat, February 20-22, 2018

Questions 13. Briefly describe the stated mission of each sponsor and how the purpose of the trip relates to the mission (response continued) – The Aspen Institute Education and Society Program seeks to provide a neutral forum to aid education policymakers in their efforts to improve K-12 public education. The purpose of the trip is to conduct a non-partisan educational retreat that encourages off-the-record, candid exchanges of ideas to support staffers' learning.

Question 15. Briefly describe the educational activities performed by each sponsor (other than sponsoring congressional trips) (response continued) – The Aspen Institute organizes numerous educational activities, including educational briefings, roundtables, forums and conferences for a diverse range of attendees including federal and state policymakers, business and organizational leaders, members of the press and the general public. The Aspen Institute Education and Society Program works with federal, state and local education leaders to improve K-12 student achievement, particularly for underserved students.

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